

UCI WORKGROUP UPDATE

Annual Meeting
May 26th, 2016

Bryan Stilley, EIT
City of Newport News



Workgroup Committee Members

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- ❑ Richard West, Town of Dumfries
- ❑ Angela Rico, City of Hampton
- ❑ John Yorks, City of Hampton
- ❑ Jim Baker, City of Harrisonburg
- ❑ Tom Hartman, City of Harrisonburg
- ❑ Bryan Stilley, City of Newport News
- ❑ Jacqueline Kassel, City of Newport News
- ❑ Lamont Benjamin, City of Richmond
- ❑ David Jarman, City of Virginia Beach
- ❑ Phil Pullen, City of Virginia Beach
- ❑ Toni Alger, City of Virginia Beach
- ❑ Julie Brown, VDOT, Local Assistance
- ❑ Todd Halacy, VDOT Local Assistance
- ❑ Yolanda Newton, VDOT Local Assistance
- ❑ Lorenzo Casanova, FHWA
- ❑ Iris Rodriguez, FHWA
- ❑ Michael Fulcher, VDOT, Staunton District
- ❑ Gregory Cooley, VDOT, Culpeper District
- ❑ Steve Rowan, VDOT, Hampton Roads District
- ❑ Kelly Waldrop, VDOT Hampton Roads District
- ❑ Sonya Hallums-Ponton, VDOT Hampton Roads District
- ❑ Jorg Huckabee-Mayfield, VDOT, Richmond District

UCI Workgroup Update

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Today's Agenda

- ❑ Recent Accomplishments
- ❑ Activities Underway
- ❑ Satisfaction Survey Results

Recent Workgroup Accomplishments

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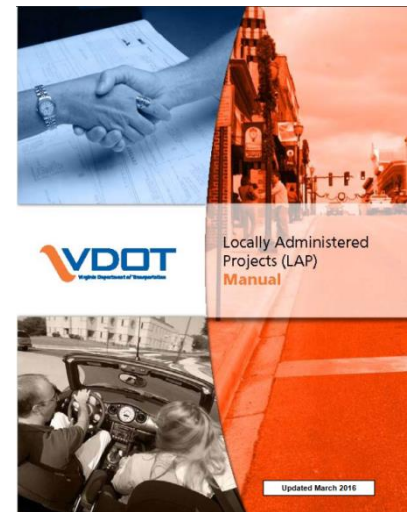
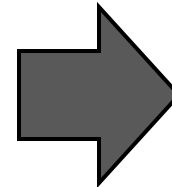
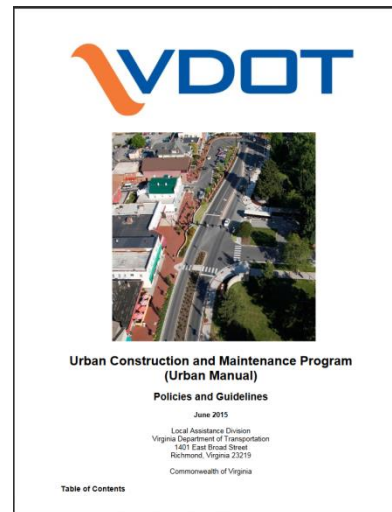
- ❑ Incorporating UCI Project Development Processes into the Urban Manual
- ❑ Project Development – LAP Scheduling Tool
- ❑ Streamlined Proprietary Equipment Approvals

Workgroup Tasks Underway

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Strategic:

- ❑ Incorporate UCI Project Development Process into LAP Manual
- ❑ District Local Project Teams
- ❑ Training and Development



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- ❑ **Completeness Review Checklist**
 - ❑ Provides VDOT all needed items to authorize approvals
 - ❑ Right of Way Phase
 - ❑ Construction Phase



Federal-aid Project Checklist		
Required	Complete	Task Name
<input type="checkbox"/>	<input type="checkbox"/>	Project Programming and Initiation
<input type="checkbox"/>	<input type="checkbox"/>	Project and Funding in STIP and STIP (where applicable)
<input type="checkbox"/>	<input type="checkbox"/>	Local Government Resolution (Urban Localities)
<input type="checkbox"/>	<input type="checkbox"/>	Request to Administer Form
<input type="checkbox"/>	<input type="checkbox"/>	Project Administration Agreement (updated when total reimbursable costs change and prior to Construction)
<input type="checkbox"/>	<input type="checkbox"/>	FE Phase Authorized
<input type="checkbox"/>	<input type="checkbox"/>	PCSE Estimates Updated every 90 days during project development
<input type="checkbox"/>	<input type="checkbox"/>	Project Scoping Report
<input type="checkbox"/>	<input type="checkbox"/>	EQ-249 State Environmental Review Process (SERP) for projects a \$500,000
<input type="checkbox"/>	<input type="checkbox"/>	Consultant Selection, Pre-Award Audit
<input type="checkbox"/>	<input type="checkbox"/>	NEPA Final of Documentation Concurrence
<input type="checkbox"/>	<input type="checkbox"/>	NEPA Documentation
<input type="checkbox"/>	<input type="checkbox"/>	Bridge "touch-down" points approved (when applicable)
<input type="checkbox"/>	<input type="checkbox"/>	30% Plan Submittal
<input type="checkbox"/>	<input type="checkbox"/>	Design Exception/Value Requests
<input type="checkbox"/>	<input type="checkbox"/>	Value Engineering for Projects over \$5 M
<input type="checkbox"/>	<input type="checkbox"/>	60% Plan Submittal
<input type="checkbox"/>	<input type="checkbox"/>	Right of Way Plan Review
<input type="checkbox"/>	<input type="checkbox"/>	Public Hearing/Posting of Willingness
<input type="checkbox"/>	<input type="checkbox"/>	Design and Public Hearing Resolution
<input type="checkbox"/>	<input type="checkbox"/>	NEPA R/W Reevaluation
<input type="checkbox"/>	<input type="checkbox"/>	Project R/W listed in STIP and estimates are current
<input type="checkbox"/>	<input type="checkbox"/>	Right of Way Authorization
<input type="checkbox"/>	<input type="checkbox"/>	90% Plan Submittal
<input type="checkbox"/>	<input type="checkbox"/>	Subnet Final R/W Plans, Cost Estimate including breakdown of Utilities, and Title Sheet
<input type="checkbox"/>	<input type="checkbox"/>	Complete RVF and Utilities Checklist, RVF-301
<input type="checkbox"/>	<input type="checkbox"/>	R/W Acquisition completed
<input type="checkbox"/>	<input type="checkbox"/>	Utility relocation completed
<input type="checkbox"/>	<input type="checkbox"/>	Water quality permit/finalize coordination with environmental regulatory agencies
<input type="checkbox"/>	<input type="checkbox"/>	LPA performs final QA/QC on plans prior to submittal to VDOT for Advertisement Authorization
<input type="checkbox"/>	<input type="checkbox"/>	Environmental Re-evaluation at PS&E (EQ-200), Environmental Certification (EQ-103)
<input type="checkbox"/>	<input type="checkbox"/>	Project Construction listed in STIP and estimates are current
<input type="checkbox"/>	<input type="checkbox"/>	Final Plan, Specifications and Estimates Submitted for VDOT approval DBE

Advertisement/Construction Authorization		
<input type="checkbox"/>	<input type="checkbox"/>	Publicly Advertise Project/Federal-aid Contracts
<input type="checkbox"/>	<input type="checkbox"/>	Public Opening of Bids/Tabulations/Evaluation of BDE Goals (good faith efforts)
<input type="checkbox"/>	<input type="checkbox"/>	Concurrence to award by CTB (over \$2 Million)
Award Authorization		
<input type="checkbox"/>	<input type="checkbox"/>	City/State Agreement or Modification of Project Agreement
<input type="checkbox"/>	<input type="checkbox"/>	Include Project in Dashboard
<input type="checkbox"/>	<input type="checkbox"/>	Preconstruction conference
<input type="checkbox"/>	<input type="checkbox"/>	Materials Certifications/Project Records
<input type="checkbox"/>	<input type="checkbox"/>	DEQ/CUT Documentation
<input type="checkbox"/>	<input type="checkbox"/>	Change Orders submitted for approval
<input type="checkbox"/>	<input type="checkbox"/>	Final Inspection Reports
<input type="checkbox"/>	<input type="checkbox"/>	Notification of Project Completion
<input type="checkbox"/>	<input type="checkbox"/>	Final Acceptance Inspection
<input type="checkbox"/>	<input type="checkbox"/>	C-3 submitted/Project Closed
<input type="checkbox"/>	<input type="checkbox"/>	Final Invoice

Signature

Date

Signature

Date

State-aid Project Checklist	
Required	Task Name
<input type="checkbox"/>	Local Government Resolution (Local Ordinances)
<input type="checkbox"/>	Request to Administer Form
<input type="checkbox"/>	Project Administration Agreement (updated when total reimbursable change and prior to construction)
<input type="checkbox"/>	Project State Authorization
<input type="checkbox"/>	EO 429 / State Environmental Review Process (SERP), construction projects > \$500,000
<input type="checkbox"/>	Permit Submittals for VDOT maintained highways
<input type="checkbox"/>	Design Exception Requests
<input type="checkbox"/>	Value Engineering for Projects over \$5 M
<input type="checkbox"/>	Right of Way Plan Review for sufficient R/W for VDOT maintained highways
<input type="checkbox"/>	R/W Acquisition completed
<input type="checkbox"/>	Utility relocation completed
<input type="checkbox"/>	Submission of Project State-aid Certification Form
<input type="checkbox"/>	Contract Award information submitted to VDOT for concurrence to award
<input type="checkbox"/>	Concurrence to award by CTB or Commissioner
<input type="checkbox"/>	Award Authorization
<input type="checkbox"/>	City/State Agreement or Modification of Project Agreement
<input type="checkbox"/>	Include Project in Dashboard - 5/1P / 5/1P Projects
<input type="checkbox"/>	Materials Certification Project Records - VDOT maintained projects
<input type="checkbox"/>	Final Inspection Reports - VDOT Maintained
<input type="checkbox"/>	Notification of Project Completion
<input type="checkbox"/>	Final Acceptance Inspection - VDOT Maintained
<input type="checkbox"/>	C-S submitted / Project Closed
<input type="checkbox"/>	Final Invoice

Signature

Date

Signature

Date

Workgroup Tasks Underway

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Programmatic:

- ❑ Continue Development of the UCI Certification Program
 - ❑ Certification allows for project development with minimal VDOT oversight
 - ❑ Requires Localities to commit more resources to their VDOT program
 - ❑ Constantly looking for efficiency improvements

Task	UCI	UCI Certified
Project Agreements	(Special Funds Only)	No
State Funded Projects	No	No
Phase Authorization	Yes (Certification Letters)	Yes (Locality Certifies)
NEPA/ Reevaluation	Yes	Yes (Reevaluated by Locality)
Plan Reviews (L/M/H)	Yes	No
Value Engineering	No	No
Title Sheet Signatures	No	No
PS&E	Yes	Certified by Locality
Bid Packages Certified by District	Yes	Certified by Locality
Pre-Award Audit (ECAD)/ FAR	Yes	Certified by Locality
Civil Rights	Yes	Transitioned to Locality
Construction Award	Awarded by Localities	Awarded by Localities
Reimbursement of Federal Funds	Yes	Submit 1-pg invoice to VDOT

Workgroup Tasks Underway

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Programmatic:

- ❑ Modified Programmatic Agreement
 - ❑ Expand the existing UCI Programmatic Agreement to cover:
 - ❑ CMAQ
 - ❑ RSTP
 - ❑ HSIP
 - ❑ Other specially funded programs
 - ❑ Reduce delay in starting projects
 - ❑ Reduce paperwork

Accomplishment Document

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Time to Show Off!

- ❑ Annual Report to Central Office
 - ❑ Introduce New Members
 - ❑ Workgroup Strategic and Programmatic Accomplishments
 - ❑ Local Successes in Project Development
 - ❑ Direct Submissions to:
 - ❑ Todd Halacy todd.halacy@vdot.virginia.gov
 - ❑ Yolanda Newton yolanda.newton@vot.virginia.gov

Satisfaction Survey

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2016 Self Examination

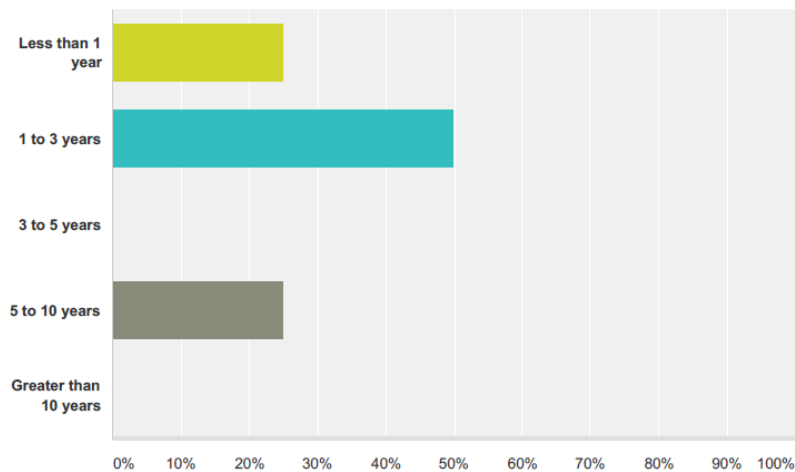
- ❑ VDOT District Staff
 - ❑ 4 Responses
- ❑ Locality Staffs
 - ❑ 16 Responses



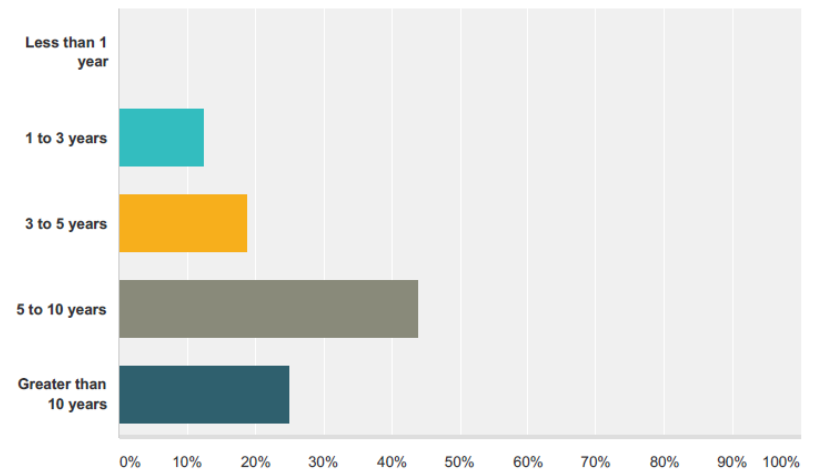
Satisfaction Survey

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Experience



VDOT

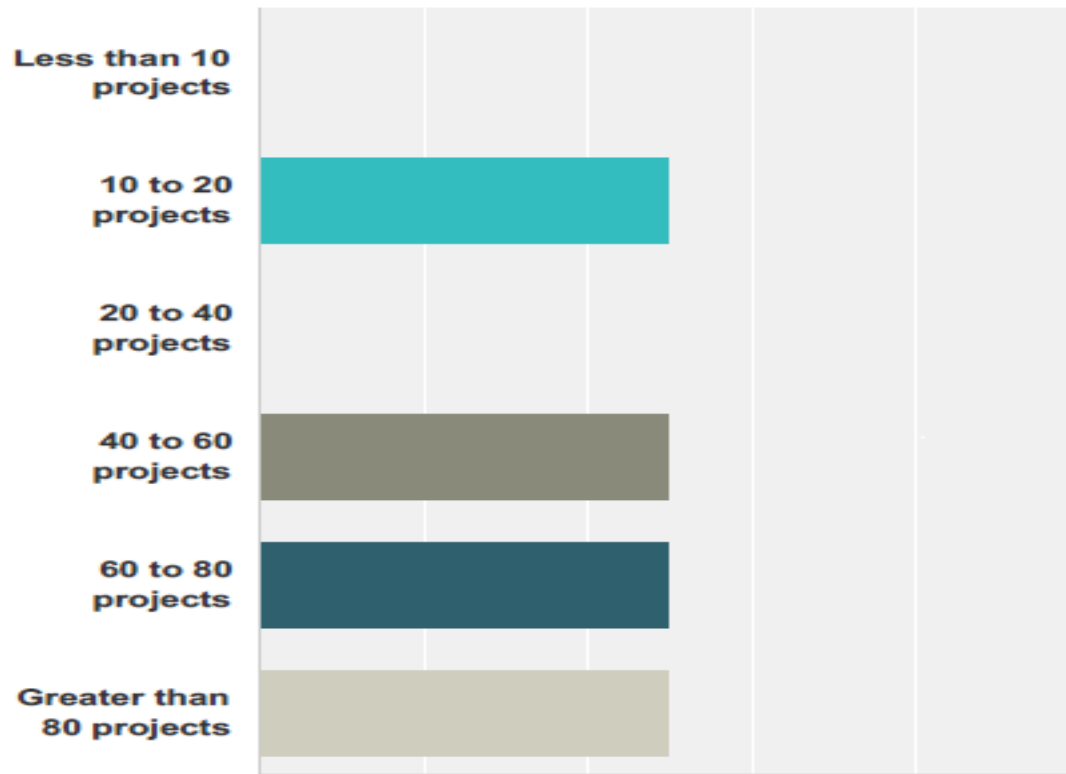


Locality

Satisfaction Survey

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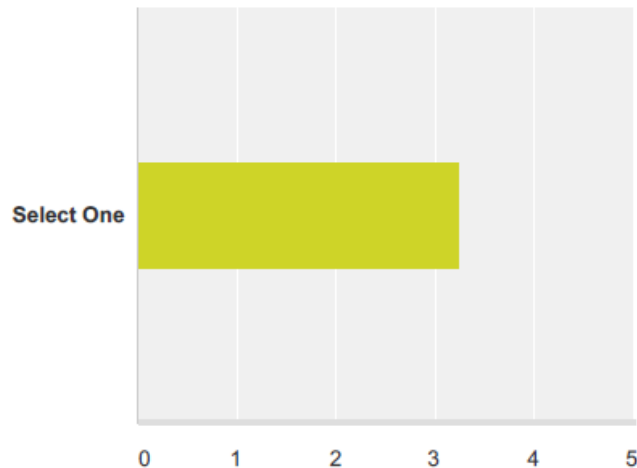
VDOT Staff Workload – LAP Projects



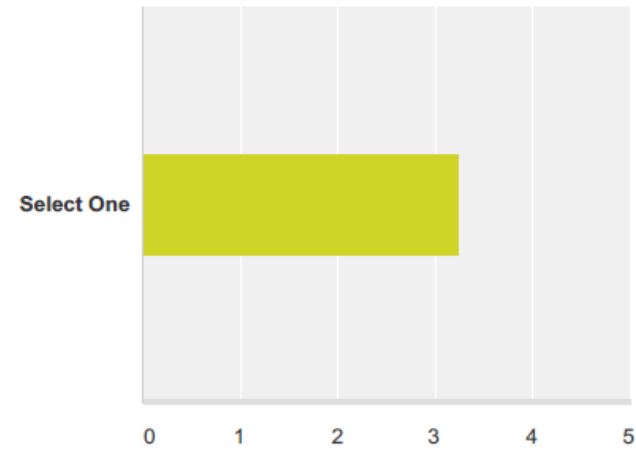
Satisfaction Survey

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Communication Quantity



VDOT



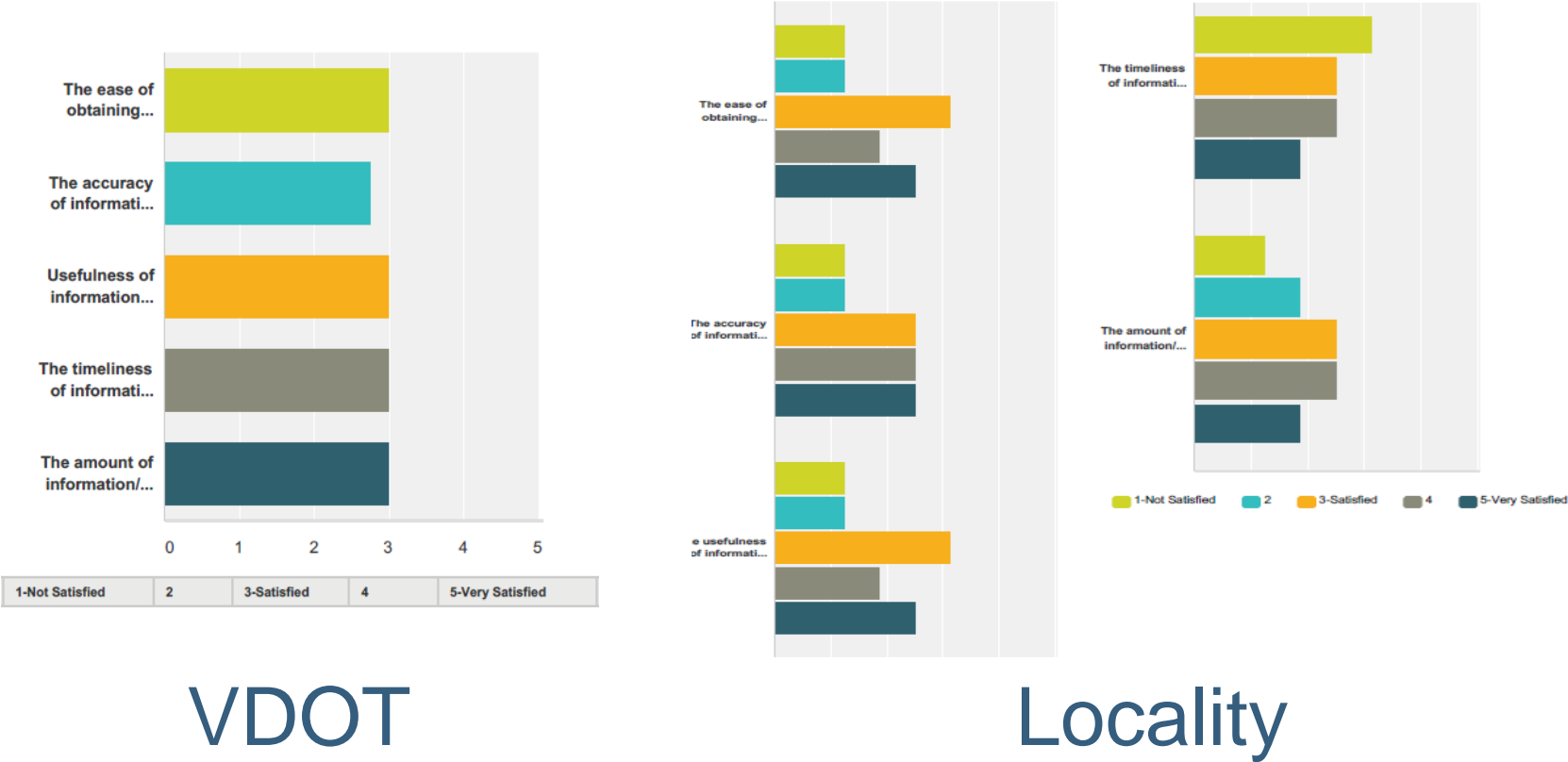
Locality

1-Not Satisfied	2	3-Satisfied	4	5-Very Satisfied
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Satisfaction Survey

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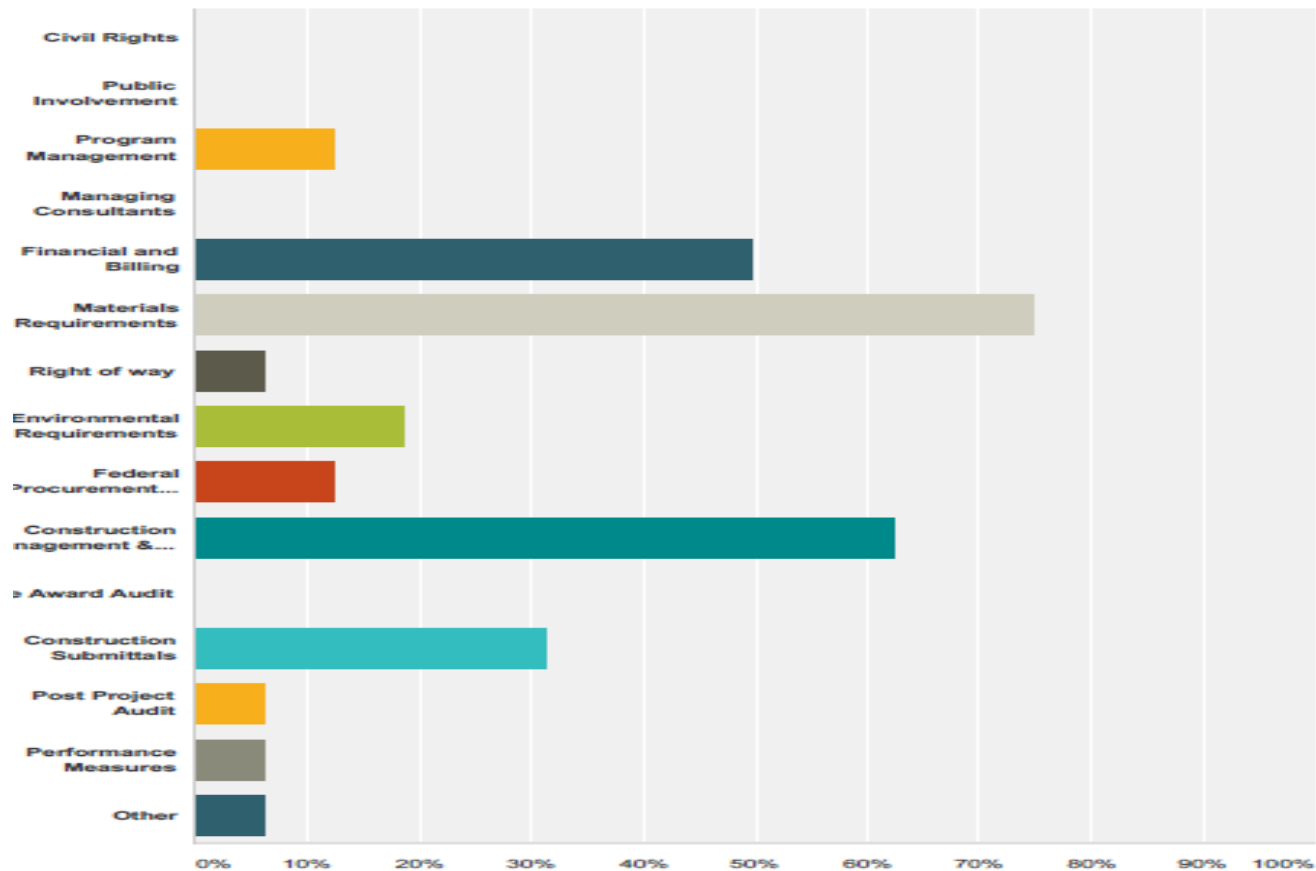
Communication Quality



Satisfaction Survey

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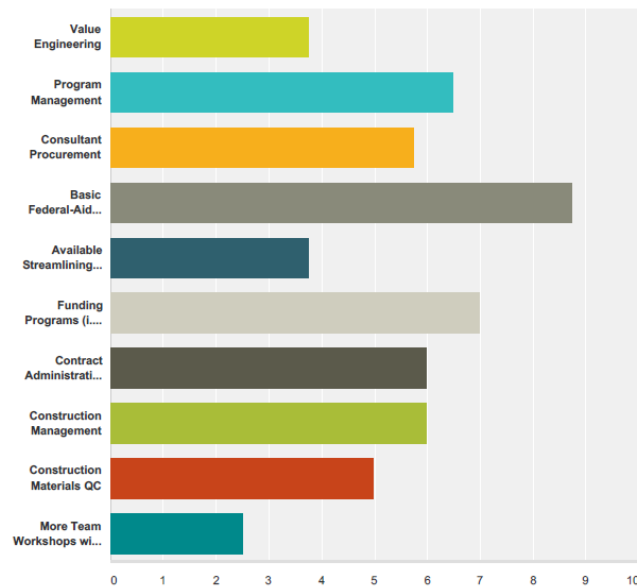
Locality Identified Areas for Increased Autonomy



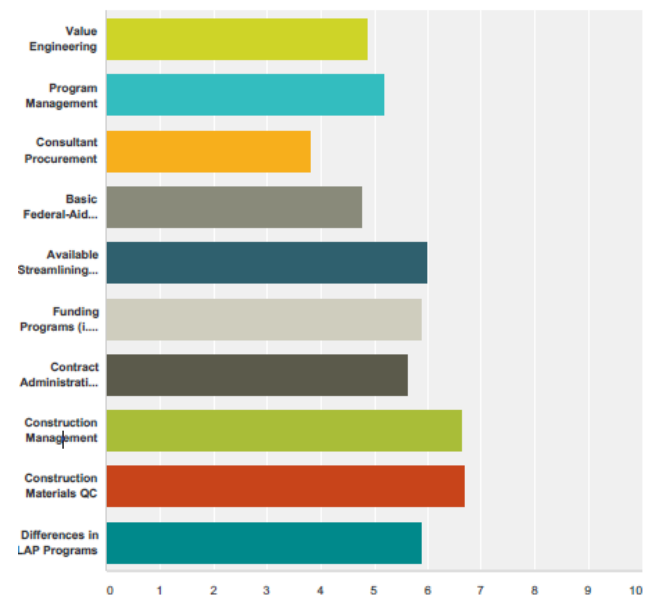
Satisfaction Survey

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Locality Training Needs



VDOT



Locality

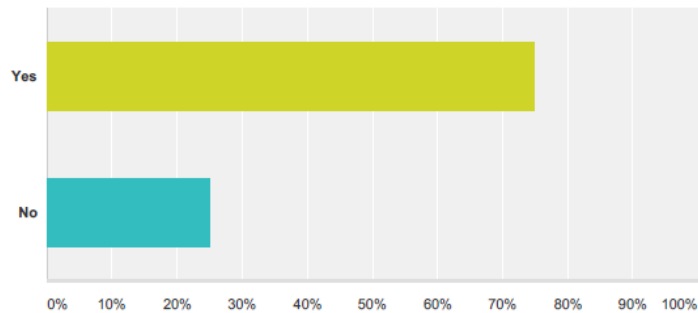
Satisfaction Survey

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UCI Certification

Q20 Do you feel that the UCI localities that you work with would succeed in the UCI Certification Program?

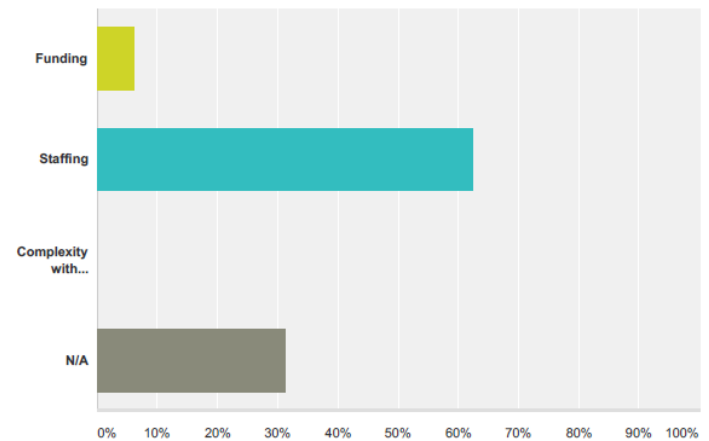
Answered: 4 Skipped: 0



VDOT

Q25 What is limiting your locality in pursuing certification under the UCI Certification Program?

Answered: 16 Skipped: 0



Locality

Satisfaction Survey

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Takeaways

- ❑ Both sides want more effective communication.
 - ❑ Bigger
 - ❑ Better
 - ❑ Faster
 - ❑ More
- ❑ Training Opportunities
 - ❑ Locality Days
 - ❑ LAP Workshop
 - ❑ UCI Annual Meeting

UCI WORKGROUP UPDATE

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Questions?